



ADVISER ASSISTANCE



VARSITY YEARBOOK

Happy New Year!

We hope your holiday break was filled with rest, relaxation and quality time with family and friends. As you dive into the new year, we know your to-do lists are growing, but these key items will help keep your yearbook staff on track and moving forward!

1. **Boost book sales.** Use email to reach parents if flyers aren't an option. [Enroll in Sales Assist](#) to let us sell the book for you — talk to your rep for details.
2. **Complete your portraits.** To stay on track, [make sure all student and staff portraits](#) are uploaded, flowed and proofed to stay on track.
3. **Prep the reference section.** Plan club and team photos, gather scoreboards and [use eDesign's Index Builder](#) to start your index.
4. **Need content ideas?** [Check out the Five Ways to Up Your Coverage video](#) and [these ideas for inspiration](#).
5. **Recruit new staff.** [Use this new resource page](#) to bring in new students. Ask teacher friends for recommendations and get ahead of next year's course selection.
6. **Submit and celebrate.** Celebrate milestones with mini-parties and remind your staff to [submit their best photos](#) to be featured.

eDesign Tip of the Week:

Still waiting on your portrait files? Flow placeholders to learn the eDesign Portrait Flow options and determine your design while you wait. [Learn more with this video tutorial](#).

Need to rewind? All previous [Adviser Assistance emails](#) are available on their own page.



Varsity Yearbook recycles 2,000+ tons of paper and 200+ tons of aluminum plates every year.

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